



NORTH DAKOTA SCHOOL BOARDS ASSOCIATION

Excellence in North Dakota public education through local school board governance

September 4, 2018

TO: Administrators, Business Managers, Legal Services Affiliation, County Superintendents, Multidistrict Directors

FROM: Alexis Baxley, Executive Director

SUBJECT: **CONVENTION PREREGISTRATION**

The 2018 NDSBA Annual Convention will be held on **Thursday and Friday, October 25-26**, at the Ramkota Hotel in Bismarck. The New Member Seminar and School Law Seminar will be on Thursday, October 25.

The **New Member Seminar** is designed to meet the requirements of law mandating in-service training for newly elected school board members. Attendees will receive certificates of completion in the mail after the convention.

The **School Law Seminar** falls under the NDSBA Legal Services Program and will be administered along with the convention. Registration for the School Law Seminar is available as an option on the convention registration form.

Please review the enclosed information carefully. If you have questions about completing the registration form, please call our office.

Convention delegates and alternates must have their names submitted to the NDSBA office BY OCTOBER 12 in order to vote in the Delegate Assembly. There will be no exceptions. If you're not sure who will be attending, submit all possible names as either delegate or alternate. They will be allowed to **change** status at the convention only if their names were submitted by the deadline.

The formula for determining delegates is:

<u>Number of Teachers Employed</u>	<u>Number of Delegates</u>
0-10	1
11-30	2
31 and over	3

In addition, districts with a pupil population of 1,000 or more shall be authorized increased representation as follows:

<u>Pupils</u>	<u>Additional Delegates</u>
1,000-4,999	1
5,000 and over	2

The maximum number of delegates a district may have is five.

Only elected school board members may serve as delegates and alternates--administrators, county superintendents, and business managers are not eligible to vote. Counties and multidistricts are nonvoting members.

NOTE: Annual dues must be paid in order for delegates to vote at the annual convention.